

January 9, 2004

TO: Small Consumer Owned Electric Utilities

SUBJECT: Annual Report

Enclosed are two copies of Page 17 of the Annual Report by Electric Utilities (Form A) to the Maine Public Utilities Commission (MPUC) that you are required to file. On November 30, 2000, in Docket No. 2000-244 (Investigation of Exemptions for Small Consumer Owned Utilities), the Commission issued its Order Approving Stipulation. The stipulation exempted small consumer-owned transmission and distribution utilities from certain requirements of Title 35-A and the Commission Rules. Among those requirements was the requirement to file the MPUC Annual Report except for the enclosed page. Please complete Page 17 using 2003 data and return one copy to the Commission by April 1, 2004. The other copy should be retained by the utility for its records. Certain aspects of the reporting process are clarified or amplified in the following paragraphs. The page is also available on disk or e-mail in Microsoft Word. Please call or e-mail me at (207) 287-1383 or [Lucretia.Smith@maine.gov](mailto:Lucretia.Smith@maine.gov), respectively to request a copy.

Page 17 requires the utility to report Revenues Subject to MPUC Assessment; these revenues are defined in 35-A M.R.S.A. § 116 as follows, "For the purposes of this section, 'intrastate gross operating revenues' mean intrastate revenues derived from filed rates, except revenues derived from sales for resale." Thus, Revenues for Assessment are those intrastate revenues derived from the sale to end users of goods or services that are made under an approved tariff (sometimes referred to as a schedule of rates) on file with the MPUC or are made under a special contract that is subject to MPUC jurisdiction. Wholesale transactions, in which the utility is the seller, are exempt from assessment. Page 17 includes a separate line for revenues that are derived from the sale of electricity. Those revenues are not subject to assessment.

As required by Chapter 710 of the Commission's Rules, each public utility must have its books of account audited annually. Utilities with a fiscal year ending December 31 must file with the Commission a copy of the audited financial statements and the auditor's report by the following July 1. With the audited financial statements the utility must file an explanation of any material discrepancies between the audited statements and the annual report filed with the Commission. The stipulation did not waive this requirement but did allow for an extension of time to file the audited financial statements.

Any question or comments concerning the Annual Report or the reporting process should be directed to the undersigned. Thank you for your cooperation in this matter; adherence to the time requirements for filing would be most appreciated.

Also note that the Utility Contact Information Sheet has been included and must be returned with the Annual Report. This form is necessary to ensure that the Commission has current points of contact for all utilities in the State. Questions about the Contact Information Sheet should be directed to Joe Sukaskas or Faith Huntington at the Commission.

Sincerely,

Lucretia A. Smith  
Utility Analyst